



# City of Berlin, New Hampshire

## Code Enforcement

220 Main Street, Berlin, NH 03570

603-752-1630, fax 603-752-2620

## APPLICATION FOR SIGN PERMIT

Applicant's Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address \_\_\_\_\_

(NOTE: If the applicant is not the property owner, a letter of authorization is required from the owner.)

Location of proposed sign: \_\_\_\_\_

Tax Map # \_\_\_\_\_ Lot # \_\_\_\_\_ Zoning District(s): \_\_\_\_\_

Who will erect the sign (name & address)? \_\_\_\_\_

Sign type: Wall Sign: \_\_\_\_\_ Freestanding Sign: \_\_\_\_\_  
Awning Sign: \_\_\_\_\_ Window Sign: \_\_\_\_\_  
Projecting Sign: \_\_\_\_\_ Other: \_\_\_\_\_  
Projection beyond building line: \_\_\_\_\_ Distance inside  
Height above sidewalk: \_\_\_\_\_ Curb line \_\_\_\_\_

Sign material: \_\_\_\_\_ Cost of sign: \_\_\_\_\_

How will the sign be secured? \_\_\_\_\_

Will the sign be illuminated? \_\_\_\_\_ If so, how? \_\_\_\_\_

Size of Sign: Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_

Total Area: \_\_\_\_\_ Weight: \_\_\_\_\_

Are there other signs on the property? \_\_\_\_\_ Total sign area of the other signs? \_\_\_\_\_

What do the other signs advertise or say on them? \_\_\_\_\_

**ON THE REVERSE SIDE, PLEASE DRAW A SKETCH OF THE PROPOSED AND EXISTING SIGNS INDICATING THE MESSAGE OF THE SIGN (ALL WRITING AND LOGOS), SIGN DIMENSIONS, AND COLORS.**

An Application fee of \_\_\_\_\_ must be paid when this application is submitted. For signs overhanging City of Berlin property, attach proof of insurance.

*I hereby authorize the City of Berlin and its agents to access my land for the purpose of reviewing this site plan, performing any inspections related to this application and to ensure conformance with the application and all City of Berlin ordinances and regulations.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: Zoning Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Fire Prevention Bureau: \_\_\_\_\_ Date: \_\_\_\_\_

Building Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Issued on: \_\_\_\_\_